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Commission on New Buildings and Arrangements of Grounds. Massachusetts Agricultural College.

Memorandum.

This commission was organized under the authority of a vote passed by the trustees of Massachusetts Agricultural College at their annual meeting in January, 1906. It is composed of the trustees committee on new buildings and grounds to which two members of the faculty are added by special appointment. The two members so appointed are Professors Brooks and Waugh. Pres. Kenyon L. Butterfield is ex officio a member of this commission, as of other committees.

Minutes of the first meeting.

University Club, Boston, Dec. 19, 1906,
6-15 P. M.

The commission met at dinner the following members being present. Trustees Draper, William Wheeler, Dickinson, Bowker, Bowditch, President Butterfield, Professors Brooks and Waugh.

The commission was organized by the election of Mr. James Draper as President and Prof. Waugh as Secretary.

After an informal discussion concerning methods of dealing with the problem it became evident that it would be necessary to undertake a very complete and thorough study of all the factors that go to make up a harmonious and permanent plan of improvement.

Prof. Waugh informally presented a program of subjects which he considered would come under the study of this commission. The program is as follows.

Program for Improvement of M. A. C. Grounds.

1. Survey
2. Grouping of buildings
   (a) Agril. group (b) Hortl. group
   (c) Administration group
   (d) Science group (e) Student group
3. Architecture & design of buildings
4. The approach
5. The Entrances to grounds
6. The main driveways
7. A new service drive to farm and heating plant
8. A general sewer system
9. Student paths
10. Landscape features
    (a) Tree plantings
    (b) Scheme of decorations - flower beds &c.
    (c) Other decorative features - as found.
    (d) Special gardens
        The arboretum
        The "Moss Garden"
        Herbaceous garden
        Italian garden

Prof. Waugh also gave it as his opinion that expert assistance would be required in the formation of the desired plans. This opinion was strongly seconded by other members of the commission.

It was voted that the trustees be requested to allot the sum of $1000 for the use of the commission with authority to employ experts.

It was voted that the trustees be requested to authorize the commission to present and urge before the state highway commission the desirability of constructing a state road from the Amherst House, Amherst, to the northern boundary of the college grounds. It was understood informally that this commission and the trustees should also seek the cooperation of the selectmen of Amherst and of others interested in this project.

Adjourned.

F. A. Waugh, Secretary.

June 6, 1907

The commission on new buildings and arrangement of grounds met at the University Club for dinner at 6-15 P.M. There were present Trustees Dickinson, Bowker and Bowditch, President Butterfield and Professors Brooks and Waugh. The minutes of the previous meeting were read and approved. The commission took up the consideration of a memorandum of questions submitted by the secretary as follows:

1. The problems which will come before this commission are as follows:

(a) A survey of the grounds
(b) Grouping of buildings
Agricultural group
Horticultural group
Administration group
Science group
Student group
(c) Architecture and design of buildings -- material
(d) The approach

(e) The entrances to grounds
(f) The main driveways
(g) A new service drive to farm and heating plant
(h) A general sewer system
(i) Student paths
(j) Landscape features
Tree plantings
Scheme of decorations -- flowerbed etc.
Other decorative features -- as found
Special gardens
The arboretum
The "Massachusetts Garden"
Herbaceous garden
Italian garden

2. Of these questions No Ia seems to be disposed of for the present.
3. Question Ib is to be settled finally only in view of the form of college organization to be adopted by the trustees. The commission should therefore ascertain from the trustees as soon as practicable what the future plan of organization is to be.
4. Question Ih, the adoption of a general sewer system, would seem to come

within the range of Prof. Istrander's work, and the commission might vote to have him make a thorough study of the problems involved and submit a written report thereon.

5. It would seem best to submit questions Ib, Ic, Id, Ie, If, Ig, Ii and Ij to a competent landscape architect of national reputation to be chosen and employed by this commission as soon as funds are available.

6. It would seem best further to call into consultation some competent architect to be chosen and employed by this commission as soon as funds are available. Questions Ib and Ic above are the ones in which his advice would be particularly required.

7. This commission should immediately open up for consideration the question of the disposal of the various tracts of land now belonging to the college as well as of additional tracts likely to be acquired in the future. A tentative conclusion should be

reached as to what areas are to be reserved for campus, what areas devoted to experimental purposes, what special features (as botanic gardens for example), are to be provided for, etc. etc. However all these matters should be referred to the landscape architect for his advice before any irrevocable action is taken.

6. Inasmuch as all persons directly interested in the welfare of the college -- officers, faculty, alumni and student body, -- will be interested also in the results of the work now proposed, it is desirable that a special hearing be set for some reasonably early date. Due notice of this hearing should be given to all parties in interest in order that they may appear and make any suggestions relevant to the work of this commission. If occasion seems to require, other hearings may be given later as the work of the commission develops.

7. It seems probable that this commission will be required in

the future discharge of its duties to settle some questions finally without reference to the board of trustees. Other questions will have to be referred to the trustees for final action. It is desirable therefore that the fullest understanding be maintained between the commission and the board of trustees on this point, to the end that the commission may not exceed its authority on the one hand, nor, on the other, that it may not delay improvements at the college nor needlessly trouble the trustees with minor details.

10. In order that all improvements definitely authorized by this commission, or by the trustees may be promptly and economically carried out it would seem advisable that some resident college officer be given full charge with all necessary authority. Such officer might be known as superintendent of grounds. He should be elected

by the trustees on recommendation of this commission.

11. It would seem best to place the present care of the grounds in charge of the same officer.

12. It is highly desirable that the regular maintenance of the grounds be provided for by a separate and definite item in the college budget. This commission should take steps to ascertain what these current expenses are likely to be, and having done so should thereupon recommend to the trustees the passage of such separate appropriation.

13. Since the progress of these plans depends vitally upon the appropriation of a practicable amount of funds the commission must keep this question before the trustees with reasonable persistency until such appropriation is made available.

Voted that Mr. N. T. Bowditch consult with Mr. Ernest Bowditch regarding the employment of the latter as landscape gardener

for the college.

Voted that Mr. N. I. Bowditch consult Mr. Ernest Bowditch further regarding an architect for college buildings.

Voted that Pres. Butterfield, Professors Brooks and Haugh constitute a committee to investigate the future needs of the college in the way of land and report to the commission

Voted that it is the sense of the committee that it is highly desirable that the regular maintenance of the grounds be provided for by a separate and definite item in the college budget, as recommended in Section 12 of the memorandum submitted by the secretary.

The commission on new buildings and arrangement of grounds met at the University Club, Boston, December 17, 1907, at six P. M. Present Messrs. Wheeler, Bowker, Dickinson, Brooks and Butterfield.

It was voted that Prof. Waugh be requested, in cooperation with some competent architect with experience in the designing and erection of public buildings (who shall be designated by the committee) to consider the location and grouping of future buildings for the College,--their relations to existing buildings, the general style or styles of architecture and landscape treatment therefor, the harmonious development and planting of the College grounds considered in their relation to such buildings, and the maintenance and care thereof.

(And that at their earliest convenience they present to this Commission a joint report and recommendations thereon, with such general plans and sketches as may be needful

and appropriate thereto.

That so far as practicable, any surveys and topographical maps that may be required for such studies be made, and prepared by the Department of Landscape Gardening at the College under the supervision of Prof. Waugh and with the aid of instructors and students in that Department.

It was voted that Mr. F.D. Cooper be employed as the architect to cooperate with Prof. Waugh without any agreement or promise whatever as to future employment in any capacity.

Visitor Butterfield then

Wilder Hall, May 19, 1908

The commission on buildings and grounds met at nine o'clock. There were present Trustees Dickinson, Wheeler, Bonker and Gerrett, President Butterfield, Professors Brooks and Waugh.

In pursuance of the instructions voted December 17, 1907, Professor Waugh made a verbal report giving his suggestions for the future development of the Massachusetts Agricultural College grounds and submitted a tentative plan. This report contained also a memorandum of the report of the committee appointed at the meeting of June 6, 1907, to investigate the future needs of the College in the way of land.

Mr. F. J. Cooper then submitted a written report and plan showing his suggestions for the development of the grounds. After some discussion and the reading of certain correspondence it was

Voted that Mr. Warren H. Manning be invited to study the arrangement of the grounds and

buildings of Massachusetts Agricultural College with a view to the establishment of some permanent plan, and that such plans and reports as we have on file be submitted to him for consideration.

Voted that it is the sense of the commission that the proposed entomological building be placed at or near the site of the present building east of Stockbridge road.

The committee visited the site of the proposed floriculture building and greenhouse and decided upon a location.

Voted that Trustee Dickinson and President Butterfield be a committee to deal with the matter of the Louisa Baker estate and report both to this commission and to the trustees.

Voted that Professor Brooks be authorized to secure options for the Baker-Walsh property, the Prescott estate property bounding Lincoln avenue and Plainville road, the Kappa Sigma house and lot, the S. T. U. lot west of Lincoln

Avenue, the Kappa Sigma lot east of Lincoln Avenue, the Kellogg farm between Lincoln Avenue and Pleasant Street, the Phi Sigma Kappa lot on North Pleasant Street, the Shakespearean Society lot east of Pleasant Street and the Powers lot on Pleasant Street.

Voted that Trustee Dickinson be requested to secure an option on the Nash estate.

Moved to adjourn.

F. A. Waugh,
Secretary.

Bellevue Hotel, Boston.
Oct. 24. 9.30 a.m.

The Committee on New Buildings & Arrangement of Grounds met with the following members present: Trustees Dickinson, Wheeler, Gerrell, & Booker, Pres. Butterfield, Prof. Brooks and Prof. Waugh.

Mr. Warren H. Manning was present and made an extended report on his plans for the improvement of the College grounds. His verbal report was accompanied by general discussion.

Voted that the Committee endorse in general, outline the plans presented by Mr. Manning, and that Mr. Manning be directed to make further studies of certain details, especially as to a different location for the agriculture group, for the woman's College, for the faculty group, and for the athletic field.

Voted that Mr. Hoyt be

instructed to confer with Mr. Manning with reference to the style & location of the new zoological building and report to the trustees' committee on buildings & grounds.

Voted that the Commission accept the offer of Mr. Manning to give his services to the College as landscape designer in completing the plan of the grounds, for a further period of approximately two years, the College to meet all necessary expenses.

Adjourned.

F. A. Vaughn,
Secretary.

Exchange Club, Boston
January 7, 1909.

The Committee met at luncheon, Mr. Dickinson in the chair.

Mr. Manning made a report of progress and showed various plans which were very briefly discussed.

Pres. Butterfield reported that options had been secured on sundry parcels of real estate lying south of the present College estate.

Voted to adjourn subject to the call of the chairman.

F. A. Waugh
Secy.

Wilder Hall, March 12, 1907.

The Commission met in Professor Waugh's office. There were present Trustees Dickinson, Howe, De Mond & Bowker, Pres. Butterfield, Prof. Brooks & Prof. Waugh.

Mr. Warren H. Manning was present and made further report on his plans for the College grounds. The plans were discussed in a general way.

Voted that the changes in the details of the general plan made by Mr. Manning in accordance with the vote of Oct. 24 last be approved by the Commission.

Voted that the Chairman & the Secretary of the Commission, in consultation with Mr. Manning, be empowered to arrange a public hearing upon the new plans for the College grounds sometime before the meeting of the Trustees in June.

President Butterfield introduced the subject of the Harlow farm and its desirability for College uses. Professors Waugh & Brooks made some statements tending to show the need of this land for College purposes, & then was some general discussion of the matter, but no vote was taken.

Adjourned.

F. A. Waugh Secy.

University Club, Boston, Mass.
January 5th 1910.

The commission met at 6:30 P. M. at dinner. There were present Trustees Dickinson, Wheeler, Bowditch, Bowker and Gerrett, President Butterfield, Professor Brooks and Professor Waugh; also as visitors Trustees Ellis and Ellsworth.

Minutes were read of the meetings of December 17, 1907, May 19, 1908, October 24, 1908, January 7, 1909 and March 12, 1909. These minutes were approved as read.

Professor Waugh presented a project for the care of the grounds, covering organization, maintenance and present improvements. This project was as follows:-

Project for: Care of Grounds.
Dept. of Landscape Gardening, Div. of Hort.

Purpose: To provide adequate and systematic care for the College grounds, and to initiate and direct improvements of all kinds thereon.

General Plan: Organize a section of grounds in the Department of Landscape Gardening; this section to have direct charge of all improvements, both as to design and construction and of all maintenance. Make suitable appropriations of funds for these purposes, to

be expended by the section of grounds, under the rules and regulations provided for such expenditures in other offices, sections and departments.

Anticipated Results: A progressive program of permanent improvements on the grounds, now conspicuously lacking: and better care of the grounds under a more economical plan.

Estimated cost: $13,200 a year.

Remarks:

1. Organization: — It is proposed to assign the care and improvement of the grounds to a section of grounds. This work would be under the direct charge of the Department of Landscape Gardening. It is thought best, however, to have the accounts of the section of grounds kept in the Treasurer's Office quite separately from the other accounts of the Department of Landscape Gardening.

While all the officers of the Dept. of Landscape Gardening would cooperate in the care and improvement of the grounds, it is proposed further that the immediate management of the work be assigned to a special foreman or superintendent, who would be directly responsible to the head of the Department.

It is proposed further that the College

retain a consulting landscape gardener who shall be some man of widely acknowledged ability in his profession, and who shall not be connected with the College in any other capacity. His duty would be to advise with the Trustees, the President and the head of the Department of Landscape Gardening whenever his opinion might be asked upon important improvement projects or upon general policies of development or of maintenance. The recommendations of the consulting landscape gardener would become effective only on vote of the Trustees.

2. Grounds Included. The exact land to be placed in charge of the section of grounds should be determined by the trustees, and would be increased or diminished from time to time under special votes as circumstances might require.

For the present it is proposed to include the land bounded as follows: Beginning at the East Experiment Station, running southward along Stockbridge Road to the Mathematics Building, and including the grounds about the Mathematics Building, the greenhouses, Professor Brook's house, the French Hall: continuing southward along Stockbridge Road to the new Zoology Building: including the grounds about Professor Hasbrouck's house:

running thence westward along the present south boundary of the college property to the Veterinary Laboratory; bounding on the road west of the Veterinary Laboratory, the Drill Hall and South College northward to the Heating Station; including the Ravine eastward from the Heating Station; including the grounds about the Thompson House, the Animal Nutrition Barn and Draper Hall, excluding the experimental plots north of Draper Hall and the grounds about the Goldberg House and the Experiment Station barn and service buildings, running westward along Olmsted Road from Draper Hall to the Experiment Station laboratories and East Experiment Station; including the grounds immediately surrounding all buildings within these bounds.

3. Relation to other Work. The section of grounds should not assume any responsibility for the sewage system of the College, nor for the heating system, nor for water, light, telephone, nor any similar service. However the Department of Landscape Gardening should be given ample authority to deal with the operations of all such services upon the grounds in such manner and extent as to insure the best results in the care of the grounds. The opening of ditches, placing of poles, and

all other operations affecting grounds should be begun only upon application to the head of the Department of Landscape Gardening and after securing his express permit.

The head of the Department of Landscape Gardening should be authorized further, whenever through the operations of any department, any College service, or any individual connected with the College, the beauty or convenience of the grounds may be injured or jeopardized, to call the matter officially to the attention of the President of the College, and if authorized by the President, to abate the injury.

4. Relation to other Departments. While the section of grounds is to be held responsible for grounds about buildings, nothing in this authorization should permit persons in charge of the grounds to interfere with any regular out-of-door work which various departments may be carrying on by due authority from the President or Trustees. However, when any department wishes to undertake any sort of construction, instruction, demonstration or experiment upon the grounds, or upon plants or buildings in charge of the section of grounds, such work should

be begun only after consultation with the head of the Department of Landscape Gardening.

It is understood that for the present the fertilizer-grass plots on the central campus and now in charge of the Experiment Station, shall continue under the same management and shall be conducted substantially as in the past; but it is understood further that the Department of Landscape Gardening may at any time, after suitable notice to the Director of the Experiment Station, institute any changes in detail or in policy which may be deemed likely to benefit this territory in its uses as a College campus.

5. Relation to Buildings. -- The section of grounds should have charge of everything outside the College buildings, but the janitor service in the various buildings should not be allowed, through carelessness or inattention, to add to the labors of the section of grounds.

6. Cooperation. -- The Department of Landscape Gardening and the section of grounds should cooperate with other departments of the College in the care and improvement of land outside the

area directly assigned to the care of the section of grounds. The Department should give advice in such matters whenever requested, and should undertake works of improvement or maintenance for other departments whenever duly authorized and compensated. It should be the further duty of the Department of Landscape Gardening to volunteer to the President of the College, or to the heads of various departments, such suggestions as may be considered likely to improve the general appearance of the College property.

7. Immediate Undertakings. -- The problems immediately involved in the establishment of this policy are:- (a.) the appointment of a foreman of grounds, (b) a suitable appropriation for maintenance, and (c) a suitable appropriation for permanent improvements. The estimated annual cost of these items is:

Foreman of grounds	$1200
Maintenance of grounds	$6000
Permanent improvements	$6000
Total	$13,200

The President's office has already been furnished the data on which the estimate for maintenance is based, and additional projects for permanent improvements will be presented from time to time.

Professor Waugh also presented a written memorandum, outlining in detail the permanent improvements now required, the cost of maintenance, with extended data bearing thereon, with detailed estimates of cost. The matter was informally discussed at length.

Voted: that the commission recommend to the Committee on Buildings and Grounds that the campus be placed in charge of the Department of Landscape Gardening, subject to the direction of the Committee on Grounds, the area to be included and the details of management to be determined hereafter.

Voted to recommend to the Committee that there be purchased an adequate spraying outfit for the use of the College in its various departments.

Adjourned.

F. A. Waugh
Secretary.

Wilder Hall, July 28, 1911 - 7 p.m.

The following members of the Commission were present: Trustees Wheeler, Bowker, Preston, and Garrett; President Butterfield, Professor Brooks, and Professor Waugh.

Mr. William Wheeler was elected chairman pro tem.

Professor Waugh read a historical sketch of the development of the grounds. Suggestions were made for additions.

Mr. Warren H. Manning was present and read his report on a plan for the Massachusetts Agricultural College, this report being dated June 24, 1911.

Voted,- To accept the reports of Professor Waugh and Mr. Manning as read.

Voted,- That the report of the Commission be presented to the Trustees at their next meeting, with a recommendation for its publication and for the permanent preservation of the records of the Commission.

Voted,- That the Secretary of the Commission prepare the materials referred to for a report to the Trustees at their meeting in October.

Voted, - That a plan for the permanent management of the grounds be prepared for consideration at the next meeting of the Commission.

Voted, - That the Secretary be instructed to prepare for the next meeting of the Commission a motion expressing the appreciation of the Commission of the services of Mr. Manning.

Adjourned

F. A. Waugh,
Secretary

Hotel Bellevue, Boston, Mass
November 1, 1911. 7. p. m.

The Commission on Grounds met with the following members present: Trustees Wheeler, Bowker, Gerrett, and Preston, President Butterfield, Professors Brooks and Waugh; Trustee Wheeler in the chair.

Pursuant to a motion voted at the meeting of July 28th, the secretary of the Commission, Prof. Waugh, presented the collected reports of the Commission, in form for transmission to the Trustees. This consisted of typewritten copies of reports on grounds and buildings, as follows;

Vaux and Richards 1864
Frederick Law Olmsted, Sr., 1866
Henry A. Parker, 1902
F. C. Waugh, 1908
F. L. Cooper 1908
Warren H. Manning, 1911.

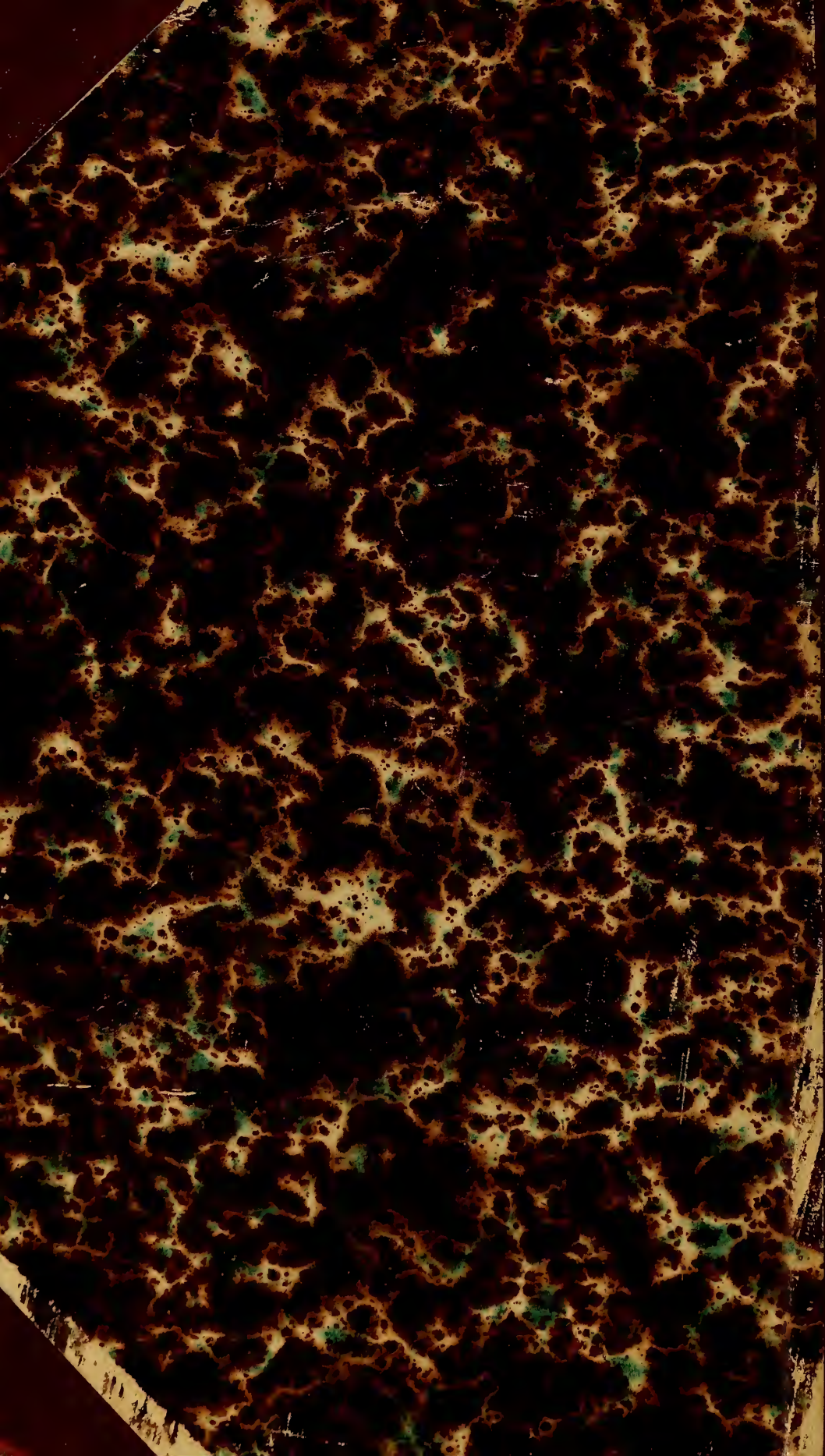
Appendix and blue prints accompanying reports Mr. Manning

Voted that the report be accepted; and that in case of publication,

Mr. William Wheeler and Prof. Waugh be authorized to determine what portions of the material shall be included in the publication.

Voted, that the Commission recommend to the trustees that an item of $1,000, as set forth in the project from the Department of Landscape Gardening, be put into the budget for the publication of this report on the Grounds.

Voted, that Mr. Wheeler and Prof. Waugh be instructed to prepare a resolution to present to the trustees embodying the recommendations of the Commission respecting the adoption of the college plan.

Adjourned.

F. A. Waugh. Secretary